GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Animal Husbandry, Dairy Development & Fisheries Department – Containment, Control, and Prevention of COVID – 19 Epidemic - Action Plan for operationalization of revised guidelines issued by the Ministry of Home Affairs, GoI during the lock down period to enable the Fisheries and Animal Husbandry activities in the State with reasonable safeguards – Orders - Issued

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ANIMAL HUSBANDRY, DAIRY DEVELOPMENT & FISHERIES (Dy. & Vig.) DEPARTMENT

G.O.Rt.No.91 Dated: 15-05-2020

Read the following:-

1. MHA, GoI Order No.40-3/2020-DM-I(A), Dt.24.3.2020.
2. G.O.Rt.No. 216, HM&FW (B2) Dept., Dt. 24.03.2020.
3. MHA, GoI Order No. 40-3/2020-DM-I(A) Dt. 14.04.2020.
4. G.O.Rt.No.238, HM&FW (B2) Dept., Dt. 14.04.2020.
5. MHA, GoI Order No. 40-3/2020-DM-I(A) Dt. 15.04.2020.
6. G.O.Rt.No.239, HM&FW (B2) Dept., Dt.16.04.2020.
7. From the DAH, Vijayawada Lr. No.2/AHD/COVID-19-CR, Dt: 20.04.2020.
8. From the CoF, A.P., Lr.Rc.No. Dated: 21.04.2020.

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ORDER:

The COVID-19 outbreak has occurred in Wuhan, Hubei province in China in December 2019 and has rapidly spread throughout the globe, with startling speed and was recognized by the World Health Organization as a Global Pandemic.

2. Recognizing the extreme danger to Public Health and Safety the Government of Andhra Pradesh in the reference 2nd read above has instituted Lockdown till the 14th April 2020, under the Disaster Management Act, 2005 as per the guidelines issued by the Ministry of Home Affairs (MHA), Government of India for the containment of COVID-19 pandemic. Barring the essential services, all commercial/non-essential services have been shut down.

3. In the reference 3rd the Government of Andhra Pradesh has further extended the Lockdown till the 3rd May 2020, under the Disaster Management Act, 2005 as per the guidelines issued by the Ministry of Home Affairs (MHA), Government of India for the containment of COVID-19 pandemic.

4. In the reference 6th read above, the Government of Andhra Pradesh has issued "Consolidated Revised Guidelines" incorporating certain relaxations and stated that to mitigate hardship to the public, select additional activities will be allowed, which will come into effect from 20th April, 2020 as per the guidelines issued by the Ministry of Home Affairs (MHA), Government of India Ministry Home Affairs, GoI. The following are the activities will be functional pertaining to the AHDD&F Department under Para no.6 (B) & (D) of the revised consolidated guidelines issued by the Ministry of Home Affairs, Government of India on 15.04.2020.

(P.T.O)

FISHERIES DEPARTMENT: -

Operations of the fishing (Marine/ Inland)/ aquaculture industry, including feeding & maintenance, harvesting, processing, packaging, cold chain, sale and marketing.

(i) Hatcheries, Feed Plants, Commercial Aquaria.
(ii) Movement of fish/ shrimp and fish products, fish seed/ feed and workers for all these activities.

ANIMAL HUSBANDRY DEPARTMENT:-

(i) Collection, processing, distribution and sale of milk and milk products by milk processing plants, including transport and supply chain.
(ii) Operation of Animal Husbandry farms including poultry farms & hatcheries and livestock farming activity.
(iii) Animal Husbandry feed manufacturing and feed plants, including supply of raw material, such as maize and soya.
(iv) Operation of Animal shelter homes, including Gaushalas.

5. In compliance to the above, the Animal Husbandry Dairy Development and Fisheries Department has formulated the Action plan for operationalization of guidelines to enable the Fisheries and Animal Husbandry activities in the State with reasonable safeguards, which are Annexed to this order. These activities and movement of persons will be permitted only in "Green Mandals" and these activities will be suspended in areas which may get categorized subsequently "Red or Orange Mandals".

6. The District Collectors in the State of A.P. / All the Superintendent of Police in the State of AP / Commissioner of Fisheries / Director of Animal Husbandry are hereby instructed to strictly implement the action plan as per the revised guidelines Annexed to this Order.

(BY ORDER AND IN THE MANE OF THE GOVERNOR OF ANDHRA PRADESH)

NILAM SAWHNEY
CHIEF SECRETARY TO GOVERNMENT

To
All the District Collectors
All the Superintendent of Police in the State
The Commissioner of Fisheries, A.P., Vijayawada.
The Director of Animal Husbandry, Labbipet, A.P., Vijayawada.

Copy to:

P.S. to M(AHDD&F).
P.S.to Chief Secretary to Government
P.S. to Special Chief Secretary to Government, AHDD&F Department
P.S. to the Special Chief Secretary to Government, HM&FW Department.
P.S. to Principal Secretary to Government, TR&B Department.
Sc/Sf.

//FORWARDED : : BY ORDER//

SECTION OFFICER

(Contd… p.3)

ANNEXURE

(G.O.RT.No.91, AH,DD&F (Dy. & Vig.) Dept., Dated:15.05.2020)

ACTION PLAN OF ANIMAL HUSBANDRY, DAIRY DEVELOPMENT & FISHERIES DEPARTMETNT FOR OPERATIONALIZATION OF GUIDELINES ISSUED BY MINISTRY OF HOME AFFAIRS, GOI DURING THE LOCKDOWN PERIOD.

FISHERIES DEPARTMENT

I. SOPs for MARINE FISHERIES

The SOPs shall be strictly followed by all fishermen/ owners and operators of fishing vessels, be it motorized, mechanized or non-motorized vessels/boats. The District Administration will coordinate with the Coast Guard and Coastal Security personnel for any help, including helping any distress call by fisherman or crew member while fishing in the sea.

Relaxations allowed for marine fishing activities will be withdrawn at any time by the Government in case of non-compliance of SOPs or for such other reasons as may be decided by the Government of India.

The SOPs consist of 4 parts–

A. Before Departure of Fishing Vessels/Boats

B. During Fishing at Sea

C. On Arrival of Vessels/Boats at Jetty/Shore/Fish Landing Centre

D. Regarding Post Harvest and Transportation of Fish Catch

A. SOPs to be followed before Departure of Fishing Vessels/ Boats

1. The fishing boats/vessels authorized and registered with authorized officers of Fisheries Department will be allowed to do fishing in the Territorial waters and the Exclusive Economic Zone (EEZ) subject to the compliance of uniform seasonal fishing ban period.

2. The operation of such fishing boats/vessels will be subject to compliance of the Guidelines issued by the MHA and the SOPs issued from time to time.

3. For overall coordination, and effective implementation of marine fishing operations during the COVID-19, the following “Committee” headed by District Collector is hereby constituted:

    - Collector and District Magistrate – Chairman
    - District Fisheries Officer – Member Convener
    - Representative of Fishermen Association – Member
    - Representative of Fishing Vessels Association - Member

4. A ‘Surveillance Booth’ shall be set up and nodal officer(s) for each Fishing Harbor (FH)/Fish Landing Centre shall be nominated by the Commissioner of Fisheries.

5. The fishing vessels/boats with necessary permission will be allowed to sail from a designated location and return after completion of voyage to the same location.

6. The contact number(s) of such nodal officer(s) will remain functional at all times (24x 7) and displayed properly in the FH/FLCs etc. and made available to each operator(s) of fishing boats/vessels, which are permitted to fish.

7. The District Administration in consultation with the local Fishermen Associations/ Bodies shall plan and execute the fishing voyages in such a manner, so as to maintain proper monitoring, control and surveillance including connectivity with the fishing boats.

8. Further, the voyages have to be planned and executed in such a manner that if any crew member of a fishing boat/vessel reports symptoms like cough, headache, body ache, shortness of breath, nasal congestion, runny nose and sore throat etc., he should immediately be able to communicate with the nodal officer(s) of the district of departure and such fishing boat/vessel shall return to the designated fishing harbor/fish landing site within shortest possible time.

9. The owner/operator of the boats/vessels shall ensure arrangement of all protective gears to avoid spread of Covid-19 virus (Sanitizer, Soap etc.) for the crew members.

10. The crew members while venturing to sea for fishing activities to be advised to wear hand gloves, mask and ensure all precautions.

11. The Owner/operator of the boat/vessel shall also ensure sanitization of the boat/vessel before and after each voyage.

12. Social distancing and proper hygiene practices shall be maintained while loading of ice, water, ration, diesel and unloading of fish catch at the fishing harbours/fish landing centres. These operations shall be carried out with minimum operational staff.

13. Disinfectant spraying and cleanliness has to be carried out at all jetties/ landing centres and has to be continued as a regular practice till situation becomes normal.

14. Entry into Jetty/Fish landing centres should be restricted only for fishermen and crew members of the permitted vessels/boats (i.e. only for fishing related activities).

15. The Authorized Officer of Fisheries Department shall facilitate the issue of passes to the fishermen venturing for fishing on submission of their details (e.g., Name of Fishers, Registration No. of vessels, Fishers ID No./Aadhaar No., Date & duration of Voyage etc.) at least 24 hrs in advance.

16. A 'Facilitation Centre' (State Control/ Monitor Room) shall be established by the Commissioner of Fisheries and the details of this Centre shall be conveyed to Disaster or Control Room in each district.

17. The team deployed at 'Surveillance Booth' at each Fishing Harbour/ Fish Landing Centre shall monitor the movement of fishing boats/ vessels including upkeep and maintenance of boat/vessel movement books /records.

18. Medical Check Up/Screening Camps shall be organized in advance at FH/FLCs in co-ordination with Health Department of each District.

19. Health Department should provide a separate team of doctors/medical practitioners/attendants so that somebody is always available for medical screening of fisherman and crew members as per their movement timings. Medical Screening Team should also make fisherman & crew members aware about the symptoms related to COVID-19 and its prevention (social distancing etc.) along with procedure to be followed related to it.

20. Boat operators and owners shall declare the list the crew members to the personnel posted at the Surveillance Booth at all Fishing Harbours/ Fish landing Centres and are also directed to fill all details in the movement register including the date of sailing for fishing.

21. Disinfection of Fishing Boat & equipment for each vessel/boat has to be carried out before its departure.

22. The District Fisheries Officer in consultation with the District Collector concerned shall earmark some vehicles (in consultation with Fishermen Association) exclusively for supply of diesel, ice etc. and collection and transportation of Fish catch after arrival on fishing harbor / fish landing centre.

23. The information of crew is to be given to Medical Screening Team by the Village Fisheries Assistant / AIF/FDO.

24. The crew members should be fishermen, who are currently residing within that district only. Movement of crew should be preferably limited within the district and Mandals.

25. The boat operators and crew members allowed to venture out into sea for fishing activities should carry a valid document for identification purposes and the same should be ensured.

26. All crew members must provide contact details of their family members/relatives and AAROGYA SETU Mobile App to be downloaded on their phone (if they have compatible mobile device).

27. All the fishing boat crew members shall be subjected to thermal scanning at the Fishing Harbours/ Fish Landing Centres (monitoring booth) and will be allowed to embark into the boat only after the scanning.

28. Sufficient provisions has to be made for frequent hand washing and supply of soap/ hand wash, Face Masks and sanitizers on board for all the crew members. The authorized officer has to ensure that all the boat owners have complied these instructions.

29. Subject to clearance from the health department, permission will be granted to depart for fishing. The details should be entered in the boat movement book at surveillance booth.

B. <u>SOPs to be followed During Fishing at Sea</u>

1. The boat and crew members allowed to carry out fishing have to return to the designated fishing harbor/fish landing centre within the stipulated date and time as permitted by the designated Village Fisheries Assistant/AIF/FDO at Surveillance Booth.

2. The fishing crew members shall be advised that no physical contacts or exchanges of items be made by them with crew members of other boats/vessels while fishing out at sea.

3. To track the location, monitoring and surveillance of fishing vessels and for maintaining connectivity with fishing boats/vessels, the Village Fisheries Assistant/ Authorized Officer should coordinate with Coastguard and Coastal Security Personnel.

4. When any crew member is reported sick and develop any symptoms like coughing, headache, fever, body ache, shortness of breath, nasal congestion, runny nose, and sore throat etc. while fishing in sea, the fishing activity should be abandoned and the fishing boat/vessel should return back to the designated jetty/landing centre immediately. They should also not consume or touch their catch while returning from sea. Also the catch must not be discharged in the sea.

5. The crew members shall maintain social distance while on board and take all sanitary precautions and avoid contact with the fellow crew members having symptoms. In no case they should come in contact with the symptomatic persons.

C. SOPs to be followed on Arrival of Vessels/Boats at Fishing Harbour/Fish Landing Centres

1. Fishing boats/vessels shall be allowed to return to the designated Fishing Harbour/Fish Landing site in a staggered manner.

2. The operations and movements of persons for unloading of fish catch and transportation shall be planned properly and carried out with bare minimum operational staff.

3. The boat and crew members should not land in any of the fishing harbor/landing site other than the designated fishing harbor/fish landing centre from where they were permitted to depart for fishing. The owner of the fishing vessel shall also ensure that the fishing vessel shall not enter any other ports/landing centre.

4. The boat should be anchored at an anchorage point near the jetty and kept in isolation. The crew members should contact the 'surveillance booth'/health authorities. After thorough checking and thermal scanner by the health authorities, the crew members will be allowed to disembark as per the advice of health authorities.

5. The Owner of the boat/vessel shall ensure sanitization of the boat after each voyage. Fishing Boat & equipment should be sanitized as per the advice of the Health Authorities and shall be carried out immediately on arrival. Adequate care should be taken to avoid any contamination of the fish catch.

6. On arrival, all the crew members shall be scanned using hand held thermal scanner and thereafter, they will be allowed to move out from the landing area /jetty.

7. In case a crew member shows symptoms of COVID-19, all of the crew members have to undergo mandatory quarantine as per procedure. The fish catch received from the boat/vessel shall be destroyed as per Bio-medical waste disposal norms prescribed by Ministry of Health and Family Welfare, GoI.

D. SOPs to be followed regarding Post Harvest and Transportation of Fish Catch

1. Social distancing should be maintained in the landing points, fish markets and cold storages. Dealers or workers of fish collection sites/markets should also adhere to preventive guidelines and social distancing as prescribed by MoHFW.

2. All fish collection centre/markets shall be sanitized on daily basis as per the advice of the Health Authorities.

3. Fish landings shall be transported to the nearby markets, stalls, shops etc. through the vehicles for which necessary passes shall be issued by district authorities.

4. The auctioning of fish may be carried out systematically at the designated sites/ areas and drawing of circles/line shall be made at appropriate distances, so as to maintain social distance among the bidders and sellers.

5. The retail vending of fish shall not be permitted at the fish landing centers to avoid overcrowding.

6. Suitable arrangements shall be made by the Fishermen Cooperative Society/ Associations/bulk purchasers to sell the fish in such a manner so that social distancing and hygienic conditions are maintained at point of sales.

7. Appropriate steps shall be taken for door to door delivery of fish to people by maintaining social distancing. The fish seller shall use the hand gloves and masks while selling the fish.

II. SOPs for INLAND FISHERIES

The Standard Operating Procedures (SOPs) under Inland fisheries consists of three categories:

A. Before going for fishing/ harvesting

B. During fishing time/ harvesting

C. Handling of fish at landing points and transportation of fish.

A. SOPs to be followed before going to fishing:

1. The license holders and Fishermen Co-operative Society members shall be given passes who are going for fishing in Reservoirs and its channels, Rivers, Tanks and Aquaculture ponds.
2. Only licensed and FCS members shall be allowed for fishing.
3. In reservoir fishing not more than two persons shall be allowed per craft.
4. The society's presidents shall inform the names of the fish tanks to the Fisheries Department at least a day before the harvest of fish.
5. Crushed ice should also be kept ready before harvest of fish to avoid spoilage.
6. For transport of fish from landing points to the market places, permissions to fish transport vehicles shall be given by the District Fisheries Officers which should be ensured well in advance to avoid spoilage of fish at landing points.

B. SOPs to be followed during fishing time/ harvesting:

1. No two boats shall be operated closely and a distance of at least 3 metres needs to be maintained.
2. Permitted fishers shall do fishing in the water bodies only.

3. Social distance shall be maintained even while fishing and there shall be no physical contacts.
4. At the time of fishing also they should wear face masks and wash their hands from time to time.
5. Harvest shall be collected by the fishers in small groups and can be handed over to 3 or 4 assigned persons for transport to the market.
6. Community harvesting from perennial reservoirs shall be put on hold and marginal fishermen can operated from coracles or country boats with one or two fishermen in a boat using gill net.
7. After harvest, the fishing nets shall be sanitized after each operation.
8. The nets may also be soaked in neem solution (indigenously made) and then dried under Sun.

C. <u>SOPs to be followed during handling of fish at landing points and transportation of fish:</u>

1. Social distance of one meter should be maintained at landing points (Tank bunds/ Reservoir bunds).
2. Identification cards shall be issued to all fish vendors who are going to landing points for purchase of fish to retail sales at notified markets and in streets.
3. The retail vending shall not be permitted at landing points to avoid overcrowding.
4. The fish can be transported by trucks, head loads, cycles with proper preservation in ice.
5. Sanitation of vehicle should be done before loading the fish.

III. SOPs for AQUACULTURE

A. <u>SOPs to be followed at Aqua Farms:</u>

1. Only those workers who are free from COVID-19 symptoms shall be allowed to work in aqua farms.
2. The workers shall be allowed to work in aqua farms with use of face masks, hand gloves and frequent sanitization of hands.
3. Only limited number of workers shall be allowed to work in the farms which shall maintain social distancing while on work.
4. The workers shall be ensured to sanitize the hands before and after work in the aquaculture farms.
5. The farm implements shall be sanitized with 0.1% sodium hypochlorite solution before and after use.

6. It shall be ensured to maintain social distancing of the labour working in farms during farm operations such as feeding, harvesting, loading, icing, packing etc.
7. Staggered harvesting of fish/ shrimp shall be encouraged involving minimum labour to ensure maintenance of social distancing.
8. Spitting shall be banned within the premises of aquaculture farms.
9. Bleaching of the premises shall be under taken in the farm at periodical intervals
10. Change rooms, rest rooms, office rooms, machine rooms and security rooms, wash toilets, floor , walls , sinks and wash basins shall be frequently washed with disinfectants
11. Spray the disinfectants at entrance of buildings and staircases and thoroughly clean lift buttons, door handles, locks, key and dining tables.

B. SOPs to be followed by the Establishments (Processing Units/ Hatcheries/ Feed Mills)

1. Only limited number of workers with half the strength of workers requirement in shift duties shall be allowed to maintain social distancing while working.
2. No visitors shall be allowed into the establishments
3. The premises of the establishments shall be sanitized as frequently as possible with bleaching powder
4. Use of face masks and hand gloves shall be made mandatory for the workers working in the establishments. The management shall provide required masks & sanitizers to the workers.
5. The workers shall be ensured to sanitize their hands once in 2 hrs.
6. Frequent sanitization of food contact surface and floor shall be undertaken at regular intervals.
7. Before entry of workers into the premises of establishment, thermal scanning shall be carried out to all workers and only those workers with no fever shall be allowed to work.
8. Workers with symptoms of COVID-19 shall not be allowed in to the establishment.
9. The vehicles used for transportation and associated with establishments shall be disinfected at regular intervals with 0.1% sodium hypochlorite solution.
10. Spitting shall be banned in the premises.

IV. SOPs for FISH MARKETING

A. Before Opening/ commencement of sales in Fish Market
B. During the sales in fish Market
C. After closure of business in Fish market**.**

A. SOPs to be followed before opening/ commencement of sales in Fish Market.

1. Only the authorized and those who are paying user charges to the respective municipalities shall be allowed in the fish markets to sell fish & prawn in the respective municipal areas.
2. Only limited number of vendors based on the availability of space shall be allowed.
3. Only one member from each vendor family shall be allowed to maintain social distancing of one metre.
4. The Market shall be completely sanitized with 0.1% Sodium hypochlorite solution including floor, stalls, toilets, parking area, vehicles etc. by the Municipal Authorities.
5. There shall be a 5 minutes training/ awareness on SOPs every day to the traders and Vendors.
6. Arrangements for thermal screening shall be made at the entry point of the market to screen both buyers and sellers.
7. The business hours of the market shall be in accordance with the prevailing norms as prescribed by the District Administrations.
8. The fish market maintenance committee shall be constituted which shall facilitate door to door delivery of fish to the citizens.
9. One metre distance between the stalls shall be maintained.
10. No belongings of vendors shall be allowed in the market.
11. The fish stock of vendors shall be hygienically cleaned before the commencement of sales.
12. A foot dip shall be arranged at the entrance of the market.
13. There shall be separate entrance and exit to avoid overcrowding.

B. SOPs to be followed during the sales/ Business hours in the Fish Market.

1. One metre distance shall be maintained between the vendor and the consumer and consumer to consumer.
2. The vendor shall wear gloves and masks at the time of sales and shall sanitize his hands before and after every sales/ transaction.
3. Cash transaction through online payments can be encouraged to avoid handling of currency notes.
4. No smoking/ chewing pawn & tobacco and spitting shall be permitted in the fish market premises.

5. Dressing and Cutting of the fish shall be separated from the fish vending counters to avoid overcrowding.
6. The vendors should avoid physical contacts with other vendors during, before and after the sales in fish market.
7. The persons with (symptoms of COVID- 19) cough, fever, cold, headache, difficulty in breathing shall not be allowed into the market.
8. All the fish wastes/ viscera shall be disposed off by the municipal authorities after closure of the market for the day followed by disinfection.
9. No eatables/ soft drinks are allowed during the sales by vendors/consumers.
10. The consumers shall be educated to bring their carry bags for carrying the fish.

C. <u>SOPs to be followed after closure of sales/ Business hours in the Fish Market.</u>

1. The vendors shall see that unsold stock is properly disposed or hygienically preserved.
2. The vendor while leaving the market shall sanitize his hands and feet.
3. The fish market shall be sanitized with 0.5% Sodium hypochlorite solution including floor, stalls, toilets, parking area etc.
4. Precautions shall be taken to ensure that no stray animals enter the fish market.

V. SOPs for COMMERCIAL AQUARIA:

1. Thermal scanning of the customers shall be undertaken in the shop
2. Use of face masks and hand gloves shall be encouraged among the staff in the shop
3. Allow only one or two buyers to enter the shop depending on the space available in the shop to prevent overcrowding.
4. It shall be ensured that at least one meter distance is maintained between customer to customer in the shop.
5. Payments shall be encouraged online and handling of currency may be discouraged**.**

<u>ANIMAL HUSBANDRY DEPARTMENT</u>

I) SOPs FOR ANIMAL HUSBANDRY DEPARTMENT INSTITUTIONS:

- All the Veterinary institutions and Animal Disease Diagnostic Labs providing health care and diagnostic facility to the ailing animals are functional at present and will remain functional and extend their services. Instructions are issued to all

the Institutional heads to ensure social distancing in the institutions while carrying out their daily routine activities. The departmental personal are provided with protective gear and instructed to use them without fail.

- All training programs are postponed / cancelled.
- Offices other than Hospitals and Dispensaries are working with 1/3 of the staff and will be continued so that there will be no lapses in the delivery of services to the public. Instructions are issued to prevent the visitors from entering the campus.
- Arrangements have been made in all work places by providing hand sanitizers and soap.
- All the departmental staff are being appraised to download and make use of the Aarogyasetu app.
- Instructions were given to not conduct any meetings that involves large gatherings.
- Instructions were issued to rearrange the seating pattern of the employees so as to maintain adequate social distance.
- Instructed to display the information related to COVID-19 symptoms, Helpline number, and list of hospitals providing treatment to COVID 19 and other state initiatives in all departmental institutions so that it will be visible to all the employees.

II) SOPs FOR COLLECTION, PROCESSING, DISTRIBUTIONS AND SALE OF MILK AND MILK PRODUCTS BY MILK PROCESSING PLANTS, INCLUDING TRANSPORT AND SUPPLY CHAIN.

A) Milk producers / Dairy farmers to follow a set of guidelines ensuring safety and hygiene

MILK COLLECTION POINT:

- Do not spit or shout.
- Avoid touching any surfaces, railings etc.
- Sanitize hands before entry & wear mask.
- A safe distance of more than an arm's length (one meter) to be maintained between two persons.
- Separate entry and exit ways at milk collection points
- Return home immediately after pouring milk.

B) Village milk collection centre / BMC / Chilling centreto follow a set of guidelines ensuring safety and hygiene

- A schedule of milk pouring to be defined (cluster wise) to avoid crowding.
- Maintain the safe distance of more than an arm's length (one meter) between two individuals (milk producers, personnel etc..)
- Wash hands with soap and water, use face mask.
- Putting in place hand sanitizer dispensers at the entry and exit of milk collection center.
- Separate entry and exit ways at milk collection points.
- Bulk milk coolers / CC must be cleaned following standard operating procedures.

- Frequent cleaning of surfaces (e.g. desks and tables) and objects (e.g. Telephones, Keyboard, Mouse, Computes, AMCU etc.) using disinfectants.
- All equipment and machinery used for milk collection, preservation and dispatch to be cleaned / sanitized before and after use.
- Entry of drivers involved in milk transportation may be avoided in the BMC / chilling center / milk collection point premises.
- Digital modes of milk receipts & payments to be promoted.

C) Dairy processing units to follow a set of guidelines ensuring safety and hygiene

MANAGEMENT LEVEL:

- Designate a Covid-19 contact person to communicate/ coordinate.
- Identify Isolation room or area for someone with Covid-19 symptoms and arrange safe transfer to designate health facility.
- Continue to enforce regular GHP and control measures in HACCP system
- Arrange hand wash & sanitization points at all entrance to the factory/ Office premises for all employees.
- Easy-off the procedure to purchase Covid-19 control related inputs (Hand wash stations, soap, masks, sanitizers etc..)
- Restrict inter- Departmental, movement of staff
- Avoid exchange of physical documents and use digital tanker challan, QC clearance etc..
- Allocate duties in a manner to avoid contact of same surface by multiple employees.
- Provide sanitized masks, slippers/ shoes and aprons to the employees.
- Continue only the most critical activities.
- Maintain close liaison with the relevant local authorities.
- Periodically review the situation.

CLEANING & SANITIZATION:

- Wash hands with soap and water / sanitizer, use face mask
- Cleaning and disinfection required
- Periodically sanitize the dairy premises and approach road with sodium hypochlorite solution
- Spillage of milk / product to be immediately cleaned followed with sanitization
- Clean and sanitize all the common contact surfaces of furniture, equipment and other objects in office / plant at increased frequency
- Clean / sanitize rest rooms, canteen, lockers / change rooms with increased frequency

RECEPTION & DISPATCH DOCK:

- Disinfect the physical documents (challan etc..) presented by the delivery personnel
- Avoid touching vehicle surfaces
- Wash hands with soap & water/sanitizer, use face mask

- Drivers & Cleaners of pick-up or delivery vehicles should not be allowed beyond a certain point, separate hand washing facilities & utilities to be arranged for them
- Clean the road milk tankers (outer barrel surface, main hole, hose pipe etc..)
- Sanitize tanker valves before unloading
- Clean outer surface of cans before emptying
- Freshly received stock like packaging materials etc. to be stored separated, disinfect the outer package before opening.
- Use clean/disinfected gloves to handle milk & milk products.
- The staff/officers involved in material reception or dispatch not to enter production area & non-packaged product handling areas.
- Sanitize milk crates & trolleys

PERSONNEL HYGIENE:

- Avoid personal contact like shaking hands
- Practice hand washing with soap & water for 20 seconds.
- When entering the dairy / production area
- When hands are visibly soiled
- After accidentally touching face, hair cell phone and/or clothing
- After using the restroom
- After using shared equipment and supplies
- Before handling food
- Before and after eating
- After sneezing, coughing, or nose blowing
- “Practise hand sanitization” 20 seconds hand rub with a sanitizer containing at least 60% alcohol or other appropriate sanitizer; avoid chlorine-based disinfectants for hands as it may cause dermatitis on repeated use
- Practice social distancing, Reset seating arrangement of meeting rooms to promote physical distancing.
- Dispose of soiled tissues immediately & only in designated bins.

D) Depots/Branch officers/Wholesale Distributers/Retailers to follow a set of guidelines ensuring safety & hygiene

- Prohibit non-essential visitors in the premises
- Avoid gatherings, meetings & travels
- Practice social distancing, maintain a safe distance of more than one metre between two persons
- Thermal screening at entrance essential
- Provide sanitized masks, aprons & slippers at entry point
- Wash hands with soap & water or use hand sanitizer
- Sanitize approach road, common areas & waiting hall with sodium hypochlorite solution
- Equipment to be sanitized regularly with sodium hypochlorite solution
- Communicate through digital means
- Digital modes of payments & receipts to be promoted
- Drivers & pick-up vehicles should not be allowed beyond a certain point
- Fresh material & new arrivals should be stored separately, shelves to be sanitized periodically

E) <u>Consumers to follow a set of guidelines ensuring safety & hygiene</u>

MILK PARLOUR

- Practice social distancing, maintain a safe distance of more than one metre between two persons
- While coughing & sneezing cover mouth and nose either with flexed elbow or tissue papers and dispose of them in a secured manner.
- Avoid touching eyes, nose & mouth
- Sanitize hands & wash milk pouches with water after reaching home
- Use face mask
- Digital modes of payments & receipts to be promoted

III) SOPs FOR OPERATION OF ANIMAL HUSBANDRY FARMS INCLUDING POULTRY FARMS & HATCHERIES AND LIVESTOCK FARMING ACTIVITY.

A) Dairy farm:

- Keep the shed /premise clean / hygienic & ventilated.
- Wash hands with soap & water before and after feeding & milking.
- Outsider / visitor not allowed.
- Utensils & equipment's to be cleaned / sanitized frequently.
- Immediate transportation of milk to the collection point.

B) Poultry Farms& Hatcheries

- Keep the shed /premise clean / hygienic & ventilated.
- Wash hands with soap & water before entering the sheds.
- Outsider / visitor not allowed.
- Equipment to be cleaned / sanitized frequently.
- Collection of eggs must be done by wearing gloves and masks.
- Collected eggs to be stored in a sanitized room.
- Vehicles used for eggs& chicks transportation should be sanitized.

C) Meat Retail shops

- Eggs and meat shops should be allowed to operate ensuring strict social distancing, duly following the timings prescribed by the local government bodies / Government from time to time.
- The retailers should wear mask and gloves; wash their hands frequently with sanitizers or soap.
- Avoid usage of plastic covers for packing of chicken and mutton; instead encourage the consumers to bring their own domestic bowls /boxes
- Hand sanitizers / soap and water should be made available at the entry of the shops.
- The shop and its premises should be sanitised daily with Sodium Hypochlorite.
- Mobile outlets must be encouraged to deliver the meat & eggs at the doorstep of consumers.

IV) SOPs FOR ANIMAL FEED MANUFACTURING AND FEED PLANTS

Cattle feed plant personnel to follow a set of guidelines ensuring safety & hygiene

- Wash hands with soap & water/sanitizer before entering the plant
- Use face masks, gloves while inside the plant
- Allow truck drivers & helpers inside plant only after thermal screening
- Spraying/fogging of the truck with sodium hypochlorite solution
- Keep minimum distance and avoid physical contact while working inside the plant
- Clean & sanitize the laboratory, production and dispatch area regularly
- Optimize the number of staff to essential operations only
- Cattle feed supply only one person allowed at a time.

V) SOPs FOR OPERATION OF ANIMAL SHELTER HOMES INCLUDING GAUSHALAS.

- Animal care taker to wash hands with soap water / sanitizer before entering Animal shelter homes / Gaushalas and use face masks while inside.
- Spraying / Fogging of animal shelter homes / Gaushalas shall be done using Sodium Hypochlorite solution.
- Adequate distancing must be ensured and physical contact between the workers must be ensured while in farm.
- Minimal amount of workers only shall be allowed on a shift basis so that the essential duties are carried out without any problem.
- Regular cleaning and sanitization of all the common contact surfaces and other equipment must be carried out.

District level nodal officers are appointed to address all the issues related to transportation of milk, chicks, eggs, animal feed, raw materials, movement of labour working in Poultry farms and hatcheries on a real time basis in consultation with the Joint Collectors of the concerned district.

The Standard Operating Procedure for social distancing for offices, work places, Factories and establishments has been communicated to all the concerned related to Animal Husbandry.

NILAM SAWHNEY
CHIEF SECRETARY TO GOVERNMENT